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**DEPARTMENT OF PUBLIC WORKS - Engineering Division
MEMO**

TO: Members of the Utilities Committee

FROM: Ross Buetow, Deputy Director of Public Works

SUBJECT: Award of contract for North Edgewood Sanitary Lift Station Design and Related Services

DATE: January 2, 2019

In response to a request for proposals issued by our office, we received one response for Design and Related Services for our proposed North Edgewood Regional Sanitary Lift Station. The proposal was submitted by McMahon Associates, Inc. and was opened on Monday, December 10, 2018.

Although we only received one response, we are confident in recommending award of this contract to McMahon Associates. They have demonstrated a strong understanding of the scope of services for our project and have provided design services on numerous similar projects in our area. During the solicitation process, several other firms informed us that their current staff workloads did not allow them the opportunity to submit a proposal for this particular project.

Therefore, we recommend award of contract for North Edgewood Sanitary Lift Station Design and Related Services to McMahon Associates, Inc. in the amount of \$105,031.00 with a 5% contingency of \$5,249.00 for a project total not to exceed \$110,280.00. The approved budget for the project is \$100,000.00; however, we anticipate that sufficient 2019 fund balance will be available to cover the full contract award.

Thank you for your consideration.

